

~~SECRET~~*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director of Logistics

DATE: 11 May 1955

ILLEGIB

FROM : Acting Chief, Transportation Division

SUBJECT: Weekly Activity Report (2 - 6 May 1955)

1. GENERAL25X1A a. Shuttle Run to [ ] (New Item - Completed)

25X1A Three regularly scheduled shuttle truck runs were made during  
the week between the [ ]  
25X1A The first, on 2 May, transported 6,678 pounds of general cargo. The  
truck returned to the [ ] with 1,171 pounds of general  
cargo. The second truck, on 3 May, carried 18,179 pounds of general  
cargo. The second truck returned by way of [ ] in order  
to deliver approximately 18,000 pounds of fibre board cartons to that  
installation. A third truck was dispatched on 5 May to pick up 440  
25X1C pounds [ ]  
25X1A [ ] for delivery to the [ ]

25X1A

b. Special Truck Runs (New Item - Completed)

During the week two non-scheduled truck runs were completed as  
follows:

25X1 [ ]

(2) On the third and fifth of May 1955, approximately 150  
boxes of inactive records were collected from various Headquarters  
buildings and delivered to the Records Center [ ] A security  
escort was provided to accompany these movements by the Physical  
Security Division/30.

25X1

2. PROJECTS AND STUDIES IN PROCESS25X1 a. Headquarters and [ ] on Motor Vehicle Accidents  
(Continued Item)

A draft of the Headquarters Regulation has been completed and  
is in the process of informal collaboration. [ ]

25X1A

~~SECRET~~

**SECRET**

25X1A

Regulation will begin as soon as one other priority regulation,  Motor Vehicle Replacement Standards, has been completed.

25X1A

b. Requests for Vehicle Actions (New Item - Completed)

There were three covert vehicle action requests processed during this reporting period.

3. OTHER ITEMS OF INTEREST

a. Air Shipments (New Item - Completed)

Twelve shipments by air, weighing a total of 2,582 pounds, were made as follows:

25X1A

b. Railway Express Shipments (New Item - Completed)

One shipment, weighing a total of 28 pounds, was made as follows:

<u>Destination</u>	<u>Weight</u>	<u>Item</u>	<u>Requesting Activity</u>
<span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>	28	Electric Meter	Supply

25X1A

c. Air Parcel Post Shipments (New Item - Completed)

Four shipments, weighing a total of 34 pounds, were made through Air Parcel Post channels:

**SECRET**

SECRET

	<u>Destination</u>	<u>Weight</u>	<u>Item</u>	<u>Requesting Activity</u>
25X1A		5	Catalogues	FE
		6	Book	Supply
		7	Relay	EE
		16	Electric Stapling Machine	EE
		<u>34</u>		
	TOTAL			

25X1A

25X1A e. Delivery of Vehicles (New Item - Completed)

25X1A Two vehicles were processed for overseas shipment and driven to the by Transportation Division personnel.

f. Bus Transportation for Agency Personnel (New Item - Completed)

Arrangements were made to provide bus transportation service for two separate groups of Agency personnel. The services included:

(1) Transportation by Agency bus for fourteen persons of the Office of Collection and Dissemination on 2 May 1955 from Building 14 to the Naval Air Station. The bus left the point of origin at 1300 hours and returned at 1515 hours.

(2) Chartered bus transportation by the Capital Transit Company to meet the requirements of the 1955 National Intelligence Orientation No. 2 which was held in the South Agriculture Building on the third and fourth of May 1955. Transportation provided under this charter included eighteen round trips between various Agency buildings and the South Agriculture Building, during which approximately 750 passengers were transported in each direction. In addition, an Agency bus was utilized to transport seventeen persons to the South Agriculture Building and return on each day of the orientation.

#### 4. SPECIAL PROBLEMS

None

SECRET

**SECRET**

5. MAJOR OBJECTIVES

This item will be reported on in the next Weekly Activity Report.



25X1A

OL/TD/DRB:ech (11 May 1955)

Distribution:

Original & 4 ✓ Addressee  
1 - Official File

**SECRET**